**ICMA SCHOLARSHIP 2023 APPLICATION FORM**

**Deadline for submission: January 14, 2024**

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| **PERSONAL DETAILS** |
| **Title:** |  | **Gender** (please delete any that do not apply): | Male / Female / Other / Prefer not to say |
| **Name:** |  |
| **Email:** |  |
| **Telephone number (incl. country code):** |  |
| **Nationality:** |  |
| **Date of Birth:**  |  |
| **Company name + position (if applicable):** |  |
| **Checklist** |
| Please ensure that you have included ALL of the following in your application. Please note that **ICMA will be unable to consider applications that do not provide all of the four requirements listed below** |
| **Documents:** | Mark with an **X** to confirm that you have attached the document |
| 1. 500-word statement incl. background, career plans, and why you should be offered a scholarship
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| 1. Curriculum Vitae including your nationality and country of residence, plus full contact details
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| 1. Academic records and evidence of educational attainment
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| 1. Two reference letters including contact details of the persons providing them
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| **Referee One (name, role):** |  |
| **Referee Two (name, role):** |  |
| **DECLARATION** |
| **I would like to apply for the following diploma programme** (Choose ONE only - please **delete** any that do not apply) | * ICMA Diploma in Debt Capital Markets
* ICMA Diploma in Securities & Derivatives
* ICMA Diploma in Financial Markets Operations.
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| **I accept the ICMA Terms & Conditions\*** (please delete any that do not apply) | YES / NO |

*\* Please see ICMA Terms & Conditions on following page*

**ICMA SCHOLARSHIP PROGRAMME TERMS & CONDITIONS 2024**

By sending your formal acceptance of the 2024 ICMA Scholarship, you will be confirming that you will commit to undertaking and completing this scholarship programme within **one year of the start date** to the best of your abilities.

Further, please note the following terms and conditions and kindly provide the requested information below:

1. You will need to present formal identification to confirm your identity prior to starting the programme and confirm the email address that you will be using for the duration of the programme. Please send a scanned copy of your passport, driving licence or national identity card to scholarships@icmagroup.org when you formally accept place on the programme.

Please note the courses are strictly reserved for you to undertake. If another person participates in the programme or takes the exam in your place, the scholarship will immediately be invalidated.

1. It is your personal responsibility to have access to a computer and the internet for the duration of the programme given that all the courses will be provided online or livestreamed. It is not within the scope of this scholarship to provide recipients with the means to access the courses, and ICMA accepts no responsibility for awardees missing any part of the course due to lack of access to a computing device such as a desktop or portable computer connected to a reliable internet connection with an adequate bandwidth for the purpose of attending the courses.
2. The scholarship programme covers the costs of completing one of the ICMA diploma pathways, which involves four short courses, namely one foundation, one advanced and two specialist courses, and the cost of one exam fee associated with the foundation and advanced courses (refer to no. 4 for further details.)

You will need to confirm which [diploma pathway](https://www.icmagroup.org/executive-education/diplomas-2/) you wish to undertake on the application form – your options include: ICMA Diploma in Debt Capital Markets; OR ICMA Diploma in Securities & Derivatives; OR ICMA Diploma in Financial Markets Operations.

The scholarships team will liaise with you to ensure you are registered on the correct foundation and advanced courses for your chosen diploma. You may choose the two specialist courses once you have successfully passed the foundation exam.

1. You are expected to complete the diploma pathway within one year of starting the foundation course, subject to the schedule of the livestreamed courses.
	1. **Foundation course** (online self-study format) exam must be completed no later than **March 29, 2024**.
	2. You may only start an **advanced course** after passing the exam for the foundation course. We strongly encourage you to complete and pass your Advanced course *within the first six months of the programme* unless enrolling in livestreamed advanced courses that takes place outside the first six months. To receive your diploma you must have passed both exams within one year of starting the foundation course, subject to the schedule of the livestreamed courses.
		1. If you choose the **ICMA Diploma in Securities & Derivatives** you must take the Fixed Income Certificate. You may choose to take this course as an online self-study option (which we recommend is completed and exams passed in the first six months of the programme) OR enrol in the livestreamed course.
		2. If you choose the **ICMA Diploma in Debt Capital Markets** or **ICMA Diploma in Financial Markets Operations,** the respective advanced course is only available in a livestreamed version. You will be advised of the schedule of these courses in a timely manner.
	3. You can only register for **Specialist courses** after successfully passing the foundation exam, and we recommend you complete your advanced course BEFORE participating in Specialist courses. The selection of the final two specialist courses may be made in the second half of your programme. Specialist courses are available in livestreamed or online self-study formats.
2. **Exams** – the foundation and advanced courses are assessed, and the exams for these courses must be passed before enrolling in the specialist courses. To clarify, the exam of the foundation course must be passed within the first month of the programme and the exam of the advanced course *should* be passed within the first six months of the programme, subject to the schedule of the livestreamed advanced courses. Most specialist courses are not assessed, however if you choose an assessed specialist course you MUST pass the exam before being awarded the diploma

**IMPORTANT**: ICMA reserves the right to remove any delegates from the programme that fail to pass the required exams within a timely manner.

Please note that ICMA will only cover the costs of one sitting of each exam. If you fail an exam on the first attempt, you may re-sit the exam at your own expense for an administration fee of **EUR 50 per exam**.

Only those candidates who successfully complete the diploma pathway will be recognised as ICMA scholars.

As we will be announcing the successful recipients of this scholarship programme next week, we would appreciate if you can confirm your acceptance of the above terms and send a photograph **by February 9, 2024.**